

# **INVITATION FOR EXPRESSION OF INTEREST**

## **Selection of Agency for Venue Arrangements for Malabar Crafts Mela 2018**

On behalf of Department of Industries & Commerce, Government of Kerala, Kerala Bureau of Industrial Promotion (K-BIP) proposes to select an Agency from the interested Agencies through an open competitive selection process for Venue Arrangements in connection with the Malabar Crafts Mela 2018 being organised at Indira Gandhi Municipal Stadium in Palakkad District, Kerala from January 16 to 30, 2018.

### **Event**

The Department of Industries & Commerce, Government of Kerala in association with all related Departments / Agencies of the Government will be organising the **Malabar Crafts Mela 2018 at Indira Gandhi Municipal Stadium in Palakkad District, Kerala from January 16 to 30, 2018.**

The objectives of Malabar Crafts Mela are:

- To strengthen and promote the Traditional Industries of the State.
- To introduce a mechanism for interaction with the existing players in the Traditional Sector.
- To introduce crafts and crafts persons directly to the buyers and help them find their patrons.
- To identify, nurture and preserve languishing crafts of the State and promote it for posterity.
- To create a rural ambience for the foreign and domestic tourists.
- To educate clients both from abroad, urban centres, educational institutions etc. about the fascinating technique and skills involved in craft creation.

The Malabar Crafts Mela 2018 will have selected Artisans / Craftsmen / NGOs / Organisations from our State, outside the State and Country in the Traditional Sectors like Handicrafts, Handlooms, Coir, Bamboo, Screwpine, etc. The Skilled Artisans / Craftsmen from all over the State and from other States of the Country and outside the Country will display the rich crafts tradition in the typical setting of a rural market place.

Cultural programmes and rural cuisine will be a part of this colourful Fair. The Mela will witness the rhythms of folk theatre in all Event days. Some of the popular food traditions from the Malabar region will be introduced in the Mela and '**Malabar Food Festival**' will also be organised.

## **Activities of the Agency**

On behalf of Department of Industries & Commerce, Government of Kerala, K-BIP intends to engage the services of an exclusive Agency with National reputation and prior experience. The Agency shall ensure the following at Indira Gandhi Municipal Stadium in Palakkad District, Kerala from January 16 to 30, 2018 for the successful conduct of the Event.

- Traditional Huts (125 Nos.)
- Traditional Food Courts (10 Nos.)
- Theme Pavilion in traditional style
- Live Demo Areas for Cultural Artists (2 Nos.)
- Open Stage for inaugural, valedictory & cultural programmes (1 No.)
- Custom Designed Arches
- Road Arches
- Decorations at the Venue
- PA System, Generator etc.
- Arrangements for Inaugural & Valedictory Function
- Venue & other arrangements for Cultural Programmes
- Coloured Bulbs illumination
- Barricading the Exhibition Venue.

## **Eligibility Criteria**

The minimum eligibility criteria for the Agency shall be:

1. The Applicant Agency shall have a minimum of 5 years experience in similar Events in Kerala and in setting up similar infrastructure facilities for venue arrangements. The copies of the Work Order (minimum 3 Nos.) received for undertaking similar activities by the Agency to be furnished along with the EoI.
2. Annual Turnover of the Agency with previous year audited balance sheet shall be submitted along with the EoI.
3. The Applicant Agency shall have registered office in India and a coordinating office in Kerala.

## **Invitation**

Expression of Interest for offering the services as an Agency for Malabar Crafts Mela 2018 along with the details of the applicant and documentary proof for all the three items mentioned in the eligibility criteria is invited from interested Agencies.

## **Evaluation Criteria**

The selection process for the Agency will be as below.

1. Short listing based on the eligibility criteria on receipt of EoI.

2. Short listed Agencies may have to make a detailed presentation (Power Point Presentation) on the activities of the Agency, pictorial presentation of proposed layout, theme and designs for the Event as mentioned in the EoI, before the Selection Committee appointed by the Competent Authority for the selection of qualified Agencies, if so asked for.
3. **Financial Bid** will have to be submitted in separate sealed cover **only by the qualified and selected Agencies**.
4. Financial Bids of qualified and selected Agencies received in complete and within the stipulated deadline shall be opened by the Selection Committee in the presence of the qualified and selected Agencies who wish to be present at the time of opening of the Bid.
5. Lowest bid, found suitable as per the specifications required, shall be referred to the Competent Authority for final decision. The decision of the Competent Authority shall be final.

**Subject to the terms & conditions stipulated herein above, the interested Agencies may send their Expression of Interests (EoI) in sealed envelope superscribed 'EoI for Venue Arrangements for the Malabar Crafts Mela 2018' addressed to the Chief Executive Officer, Kerala Bureau of Industrial Promotion (K-BIP), 2, Vidhya Nagar, Opp. Police Ground, Thycaud P.O., Thiruvananthapuram - 695014, Kerala and should reach by 17.00 hours on or before December 5, 2017.**

It may also be noted that all the Expression of Interests (EoIs) received after the above referred stipulated time and date shall be liable to be rejected forthwith.

Kerala Bureau of Industrial Promotion (K-BIP) / Government of Kerala reserves all rights to reject any or all the Expression of Interests (EoIs) received, without assigning any reason or may call for fresh Expression of Interests (EoIs) without assigning any reason whatsoever or if it appears appropriate in the public interest.

For any further details, it is requested to contact:

**KERALA BUREAU OF INDUSTRIAL PROMOTION (K-BIP)**  
**2, Vidhya Nagar, Opp. Police Ground,**  
**Thycaud P.O., Thiruvananthapuram - 695 014, Kerala.**  
**Tel: 0471 - 2321882, Fax: 0471 - 2322883**  
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